



December 10, 2014

EMERGENCY RESOURCE DIRECTORY

Dear Local Business Owner:

Living in Southern California, many of us understand that we are particularly vulnerable to a variety of emergencies and disasters. The Encinitas Fire Department is committed to protecting the health, safety and property of residents and business owners in an emergency or disaster, and is constantly refining its disaster preparedness program to meet the needs of our community. An important part of this program involves developing a partnership with local businesses to prepare and effectively respond to disasters.

During a disaster, businesses and non-profit organizations may be able to provide our firefighters, local law enforcement personnel and emergency management staff with desperately needed goods and services. To facilitate the delivery of these resources to those in need, the Encinitas Fire Department is currently developing an Emergency Resource Directory, which can be used to quickly identify vendors should there be a need to purchase essential goods and services after a disaster strikes.

If you are willing to provide crucial assistance during a disaster and would like to be included within this Directory, please complete and return the attached questionnaire by email: astratakis@encinitasca.gov; fax: (760) 633-2818; or mail: Encinitas Fire Department, 505 South Vulcan Avenue, Encinitas, CA 92024. The information you provide will be kept confidential and will only be used in emergencies by authorized City of Encinitas personnel.

Thank you very much for participating in the City's disaster preparedness program. We look forward to further developing our partnership in the field of disaster preparedness. If you have any questions about this program, please call Ashlee Stratakis at (760) 633-2813.

Respectfully,

Mike Daigle
Fire Chief



**City of Encinitas
Emergency Resource Directory**

Request for Information

Print or type all information requested. The City of Encinitas appreciates your willingness to participate in this important program.

1. **Organization or Business Name** _____
2. Street Address _____
3. Alternate Address (i.e. PO Box) _____
4. City/State/Zip Code: _____
5. Daytime Phone (____) _____ Evening Phone (____) _____
6. Business Fax (____) _____
7. **Emergency Contact Name** (Person we should contact in an emergency after hours) _____
8. Phone (____) _____ Other (____) _____
9. Cell Phone (____) _____
10. **Alternate Emergency Contact Name** _____
11. Phone (____) _____ Other (____) _____
12. Cell Phone (____) _____
13. **Please list the services, supplies or commodities that you can provide in an emergency (please see the back of the questionnaire for examples):**

14. Would you require immediate payment in an emergency? Yes No
15. What is your preferred method of payment during an emergency?
 Cash Only Purchase Order (7-14 days payment) Other _____
16. Would you be willing to grant the City of Encinitas priority or "right of first refusal" for purchasing your goods or services in an emergency (first priority)? Yes No
17. Would you be willing to provide equipment at rates not to exceed FEMA's equipment rate schedule (found at <http://www.fema.gov/schedule-equipment-rates>)? Yes No
18. **Additional Information** _____

Examples of services, supplies or commodities that may be needed in a disaster:

Meals, Beverages & Water

Lodging

Retail/Office Space for Emergency Operations

Office Supplies

Fuel

Vehicles

Vehicle Maintenance

Medical Equipment & Supplies

Construction Materials (i.e. Lumber, Concrete)

Heavy Construction Equipment

General Contractual Services

Protective Clothing

Communications Equipment

Information Technology (i.e. Computers, Phones, Printers)

Portable or Modular Buildings/ Trailers

Porta Potties

Traffic Signs & Barricades

Blankets & Cots

Portable Generators

Electrical

Engineering Services

Building Inspection Services

Tree Trimming

Hardware/ Small Tools

Portable Lighting

Sand & Sand Bags

Portable Pumps

Bulk Manpower

Canopies